



## Role Profile

# Director of Arts & Education Programming

Department: Arts & Education

Reporting to: Chief Executive

Salary: from £40,000 plus benefits

### Main Purpose of Role

To provide leadership, vision and strategic direction for the artistic and education programming of Town Hall Symphony Hall, ensuring that it is of the highest quality, regarded as a national and international exemplar and financially successful. To be distinctively representative of the City of Birmingham taking into account the demographics and the cultural diversity of the City.

### Key Accountabilities

- To report to the Chief Executive and Board of Trustees of Performances Birmingham Ltd.
- To maintain the artistic reputation and profile of THSH by programming a range of high-quality artistic work in the areas of classical, contemporary, jazz, folk, world.
- To provide leadership and management for the Head of Education and Community, ensuring that Learning & Participation are an integral part of the overall programme.
- To provide leadership and management for the Jazzlines Programme Manager, and lead on THSH's National Portfolio relationship with Arts Council England.
- To work in partnership with the CBSO to develop a coherent and joined up world class classical programme across THSH, the CBSO Centre, the Bramall Hall and the Birmingham Conservatoire.
- To work closely with the Birmingham Music Service in conjunction with the other Music Hub partners to develop an imaginative and inspiring music education programme across the city.
- To initiate, build and develop new artistic projects and programming relationships with artists locally, nationally, and internationally.
- To work closely with the Director of Performances to ensure that diaries of Town Hall and Symphony Hall are used in the most appropriate way, balancing artistic and commercial considerations.
- To work with the Director of Marketing to develop new audiences by means of new programming as appropriate.
- To lead a regular and varied programme of high-quality foyer events, exhibitions, pre-concert talks, etc.
- To lead the artistic and financial planning for all the above areas of the programme, setting and monitoring income and expenditure targets in a variety of financial arrangements including own promotions and co-promotions.
- To work with the Development Department to raise funds for programming projects, as appropriate.
- To manage and develop relationships with a range of stakeholders and partners locally, nationally and internationally.
- To line-manage and motivate staff, ensuring that they have clear objectives and understand their place in delivering the THSH vision.
- As a member of the THSH Directorate, to play a key role in the organisation's leadership and model its values.
- As a member of the THSH Directorate, to contribute to the organisation's strategic and business planning.
- To represent THSH externally as appropriate, locally, nationally and internationally.
- To adhere to Company Health, Safety and Environmental Policy at all times.
- Any other duties as required.

## Skills and Experience

- Detailed knowledge of music across a wide range of genres (including classical, contemporary, jazz, folk, world), and knowledge of the arts, evidenced by tertiary qualification and/or relevant experience
- Extensive understanding of music industry and industry contacts
- Understanding of strategic issues pertaining to music education, learning and participation and community engagement
- Proven track-record of high-quality music and arts programming at a senior level, supported by sound experience of related technical and production issues
- Financial, budgeting and project management skills, including experience of managing significant budgets
- Experience of negotiating contracts and a range of financial deals, including own promotions and co-promotions
- Strategic understanding of arts infrastructure and arts funding
- Understanding of venue management
- First-class communication skills, including dealing with major stakeholders, networking, public speaking and presentations.
- Experience of leading, managing and motivating a team, including performance management
- Understanding of arts marketing and audience development
- High level of numeracy and computer literacy, including familiarity with Artifax and standard IT packages
- Organized, efficient, practical and proactive self-starter
- Flexibility to multi-task and work in a demanding and fast-moving environment
- Good team player.